

***Mansfield Township Municipal Court
&
Washington Township Municipal Court***

**908-689-7066
908-689-9004 fax**

**Hours: 8:30 a.m. to 12:30 p.m.
and 1:30 p.m. to 5:30 p.m.
Monday – Friday (excluding holidays)**

**Court is held on the second and fourth Monday of each month
Mansfield Township sessions start at 12:30 p.m.
Washington Township sessions start at 9:00 a.m.**

J. Edward Palmer, Municipal Judge

STAFF

**Jerilynn H . Harris, Court Administrator
Vera L. Hart, Deputy Court Administrator
Brett Morrow, Municipal Prosecutor
Steven Dunbar, Public Defender-Mansfield Twp.
Donald Farino, Public Defender-Washington Twp.
Rosemarie Hoover, Violations Clerk
Judith Casella, Violations Clerk**

To pay a Traffic Ticket online: www.njmcdirect.com
(you will need to have the court I.D., the ticket number; and the vehicle tags)

FAQs about the Mansfield Township
&
Washington Township Municipal Court

Who is the judge?

Mansfield Township and Washington Township's Municipal Judge is J. Edward Palmer.

Who works for the Court?

The Court Administrator is Jerilynn H. Harris and the Deputy Court Administrator is Vera L. Hart. The Violations Clerks are, Rosemarie Hoover and Judith Casella.

Who is the Prosecutor?

J. Brett Morrow, Esq.

Who is the Public Defender?

Steven Dunbar, Esq., for Mansfield Township Municipal Court
Donald Farino, Esq., for Washington Township Municipal Court

I need to talk to the Judge and/or the Prosecutor about my case

You may speak with the Prosecutor only on your court date. You may not call him prior to your court date. The Judge is prohibited from speaking to either party prior to the disposition of the case.

When are you open?

The Mansfield Twp. and Washington Twp. Municipal Court hours of operation are Monday through Friday, 8:30 a.m. to 5:30 p.m., with the Municipal building closed the hour of 12:30 p.m.-1:30 p.m. for lunch.

What is your mailing address and phone number?

Mansfield Township Municipal Court
100 Port Murray Road
Port Murray, NJ 07865
908-689-7066
908-689-9004 fax

When is my payment due?

The payment is due by the court date listed at the bottom of the ticket.

Who do I write my check to?

If you received a Mansfield Township ticket, make your check payable to Mansfield Township Municipal Court.

If you received a Washington Township ticket, make your check payable to Washington Township Municipal Court.

How much is this ticket?

The State Wide Violations Schedule lists all payable violations. You can access this list by the internet at: www.njmcdirect.com., or you may call the court.

Can I pay by phone?

No

When do you have court?

Court is held the second and fourth Monday of every month (holidays excluded).

Mansfield Township Court starts at 12:30 p.m.

Washington Township Court starts at 9:00 a.m.

How many points does this ticket have?

Municipal Court Employees are prohibited from giving you this information. However, if you access www.njmcdirect.com there is a listing of the points assessed for specific violations by Motor Vehicle Commission.

Will this be reported to my insurance company?

A recorded of all moving violation is reported weekly to New Jersey Motor Vehicle Commission. You may wish to contact your insurance carrier as to how point information is relayed to them from the MVC.

I don't have the full amount for this ticket. Can I pay in installments?

Partial payments cannot be accepted on payments received through the violations bureau. In order to receive a partial payment agreement, you must appear in court. However, a short extension period may be granted if you need additional time to pay the summons in full.

When is my partial payment installment due?

Everyone's due date is different. The due date is the date you appeared in court. For example if you appeared on January 3rd, and you are making installments every month, you payments are due on the 3rd of every month.

What happens if I don't have the full payment or my payment is late?

Delinquent notice are generated each week for those accounts that are past due, or when a payment is received that is less than the amount due. If your payments fails to "catch-up" with the payment schedule, a delinquent notice will generate and be mailed to you.

Failure to maintain a partial payment agreement will result in suspension of your driving privileges and/or a warrant for your arrest. Additional cost may be incurred.

I have several tickets, but only one of them is marked "Court Appearance Required", can I pay for the other tickets now?

When you appear in court to have your first appearance (to enter a plea), please request a 5A form from the court administrator. You will need to complete this form immediately so it is presented to the Judge for a determination of your eligibility for a public defender.

I am not working right now; can I get a public defender?

Only the Judge can determine if you are eligible for the services of the public defender. Your income is only one criteria that the Judge uses to determine your eligibility. The Judge will review the charges against you in order to determine if a conviction of this charge would result in a “Consequence of Magnitude”. If that possibility exists, the Judge may appoint the Public Defender after reviewing the completed 5A form submitted by the defendant.

What is a “Consequence of Magnitude”?

A conviction of an offense resulting in a “Consequence of Magnitude” would consist of:

1. Any sentence of imprisonment.
2. Any period of (a) driver’s license suspension, (b) suspension of the defendant’s non-resident reciprocity privileges or (c) driver’s license ineligibility; or
3. Any monetary sanction imposed by the court of \$750.00 or greater in the aggregate, except for any public defender application fee. A monetary sanction is defined as the aggregate of any type of court imposed financial obligation, including fine, cost, restitution, penalties and/or assessments.

I need to file a complaint, how do I do that?

The municipal court is open Monday-Friday from 8:30 a.m. until 12:30 p.m., and again from 1:30 p.m. to 5:30 p.m. to accept your filing of a complaint.

What charges can I make against this person?

Municipal court staff cannot help you in the preparation of your complaint. We can advise you on how to complete the forms, but we cannot tell you what to put on them. We will give you manuals to help you decide what charges to file, but we cannot tell you what charge to file. You must understand that the Municipal Court must remain as a neutral party and we are prohibited from saying anything that would constitute “legal advice”.

When will this be scheduled for court?

It is Judge Palmer’s policy to refer all eligible citizen non-indictable complaints to the “community Dispute Resolution Program” as a first step in resolution of any incident.

What kind of complaints won’t be referred to the Community Dispute Resolution Program?

Any complaint that is indictable charge, a traffic violation or any complaint involving domestic violence will not be referred to the community Dispute Resolution Program. Any complaint signed by an officer cannot be referred to the Community Dispute Resolution Program. All other complaints of Disorderly Persons and Petty Disorderly offenses, as well as local violations will be referred to the Community Dispute Resolution Program.

What is the community Dispute Resolution Program?

Community Dispute Resolution Program is mediation; a forum with the participation of local citizens, to resolve minor disputes between parties which would otherwise have to be referred to the Municipal Court. The procedure results in the following:

1. It encourages citizen participation in local community problems.
2. It avoids the possibility of a defendant obtaining a criminal record which may not be appropriate for a relatively minor infraction.
3. It provides a forum for the parties to mutually resolve their differences and to shape a solution rather than impose a penalty.
4. It results in a better community and a better understanding of the judicial system.

What if I don't want to participate in the "Community Dispute Resolution Program"?

Judge Palmer orders both parties in a conflict to attend the Community Dispute Resolution Program. Should either party fail to appear, court sanctions may be imposed.

What happen at this Community Dispute Resolution Program?

Both parties meet together with a group of three mediators. Each side has approximately 15 minutes to present his/her side of the situation. The mediators try to work out an amicable solution to the problem.

What happens if we don't come to an agreement?

If the mediators are unable to help resolve the matter through an agreement between the parties, it will be scheduled for another court date to appear before Judge Palmer.

What happens if we come to an agreement?

Judge Palmer will dismiss the summons.

What happens if he/she violates the agreement?

The original complaint would have been dismissed. You must file a new complaint with the municipal court. This new complaint would not be referred to the Community Dispute Resolution Program.